



The Corporation of The Township of Bonfield

AGENDA FOR THE PLANNING ADVISORY COMMITTEE MEETING TO BE HELD October 16th, 2024, AT 6:00 P.M.

1. **Open Meeting**
2. **Adoption of Agenda: as prepared OR as amended**
3. **Adoption of the minutes of the regular meeting: July 18th, 2024**
4. **Disclosure of Pecuniary Interests**
5. **Presentations from the public**
6. **Consent Applications:**
 - a. B3/2024 - 1937 South Shore Road, Lot Addition, Barrie
7. **Referrals from Council**
 - a. Report to Council on Housekeeping Zoning Amendments
8. **Other Business:**
 - a. Ministry of Municipal Affairs and Housing training on the new Provincial Planning Statement 2024.
9. **Correspondence:**
10. **Unfinished Business:**
11. **Adjournment**

Small Community, Big Heart





**THE CORPORATION OF THE
TOWNSHIP OF BONFIELD**
Planning Advisory Committee Minutes
July 18th, 2024 at 6:00 p.m.

PRESENT: Narry Paquette, Chaired
Gina Langlois (arrived at 6:15 p.m.)
Eric Foisy

VIA TELEPHONE CONFERENCE: Jason Corbet

STAFF PRESENT: Ann Carr, Planning Administrator

EXCUSED ABSENCE: Kamil Wroblewski

1. Call to Order

MOVED BY: Eric Foisy

SECONDED BY: Narry Paquette

THAT this meeting be opened at 6:05 p.m.

CARRIED Narry Paquette

2. Adoption of Agenda

MOVED BY: Narry Paquette

SECONDED BY: Eric Foisy

THAT the agenda presented to the Planning Advisory Committee dated the 18th day of July 2024 be adopted as prepared.

CARRIED Narry Paquette

3. Disclosure of Pecuniary Interest

4. Adoption of Previous Minutes

MOVED BY: Eric Foisy

SECONDED BY: Narry Paquette

THAT the Minutes of the Planning Advisory Committee of May 16th, 2024, be adopted as circulated.

CARRIED Narry Paquette

5. Presentation & Delegations

6. Consent Applications

6.a Planning Report for consent B2/2024-, Gagnon Street, Roelandt

Narry Paquette reads the declaration of a Public Hearing.

MOVED BY: Eric Foisy

SECONDED BY: Gina Langlois

The Planning Advisory Committee recommends to Council that consent application



**THE CORPORATION OF THE
TOWNSHIP OF BONFIELD**
Planning Advisory Committee Minutes
July 18th, 2024 at 6:00 p.m.

- 8. Other Business**
- 9. Correspondence**
- 10. Unfinished Business**
- 11. Adjournment**

MOVED BY: Gina Langlois SECONDED BY: Eric Foisy

THAT this meeting be adjourned at 6:37p.m.

CARRIED Narry Paquette

PLANNING REPORT

MEETING DATE: Wednesday 16th October 2024
TO: Planning Advisory Committee
FROM: Simon Blakeley, Planning Administrator
SUBJECT: B3/2024 Barrie - 1937 South Shore Road
Application for Consent - 1 Lot Addition from the property legally described as: BONFIELD CON 5 PT LOT 1 RP; 36R13499 PART 1 to: BONFIELD CON 5 PT LOT 1 RP; 36R13499 PART 2.

RECOMMENDATIONS: The Planning Advisory Committee recommends to Council that Consent Application B3/2024, Barrie - 1937 Southshore Road, for 1 lot addition from the property legally described as BONFIELD CON 5 PT LOT 1 RP; 36R13499 PART 1, to the property legally described as BONFIELD CON 5 PT LOT 1 RP; 36R13499 PART 2, be approved with conditions as set out.

SUBJECT LAND AND LAND USE:

The subject properties both fall under the same ownership of Ingrid Barrie. The eastern property (part 2) comprises an established residential use which, for planning purposes, comprises a 'single-family detached on water' of 4.195Ha / 10.37 Acres. The property includes a detached dwelling, a separate garage, and an access driveway. The western property (part 1) is deemed 'vacant residential land not on water' and comprises 4.998 Ha/12.350 Acres of undeveloped land.

Both properties are zoned SZ-10 Rural Limited Services and Rural. The northern-most portions of Part 1 (adjoining Crown Land) and Part 2 (overlying the original shore road allowance of Lake Nosbonsing) are subject to the provisions of Special Zone 10 of the Comprehensive Zoning By-law and are partly referred to as a 'Development Constraint Area' for planning purposes.

5.10 SPECIAL ZONE NO. 10

Notwithstanding any other provisions of this By-law, on Parts 1 to 4 of Part of Lots 1 and 2, Concession 5, being part of Parcel 10383 Nipissing, the following shall apply.

5.10.1 Permitted Uses

No building or land shall within the Special Zone established by this By-law use any land or erect or use any building except for the uses permitted in the Residential, Limited Service Zone (section 4.3.1).

5.10.2 Regulations

In the Special Zone No. 10 SZ (10) established by this By-law, no building, structure or land shall be used and no building or structure shall hereafter be erected or altered except in accordance with the following regulations:

	MAIN BUILDING
Min. Floor Area (sq. m.)	47.0
Max. Floor Area (sq. m.)	186.0
Min. Front Yard (m)	15.0
Min. Interior Side Yard (m)	5.0
Min. Exterior Side Yard (m)	5.0
Min. Rear Yard (m)	6.0

NOTE: The minimum front yard refers to the distance from the 20-metre lakeshore road allowance.

All buildings and structures erected or altered and all use of land in Special Zone No. 10 hereby established shall conform to all other applicable provisions of this By-law except as hereby expressly varied.

The driveway used to access the existing residence, located on part 2, traverses a small section of land within the confines of part 1. The application hereby submitted proposes the transfer of 0.788Ha (1.95 Acres) of land from Part 1 to Part 2, including the existing driveway, with the new lot boundary of Part 2 to be positioned along its western edge. In effect, the new lots created would be:

Part 1 - Vacant residential land not on water (4.210 Ha / 10.4 Acres); and
Part 2 - Existing Residential Lot (4.983 Ha / 12.313 Acres)

No other applications have been submitted alongside the enclosed.

APPLICANTS PROPOSAL: The Applicant is requesting to create **1 Lot Addition.**

Proposed Lot Addition:

Frontage: 26.44 meters (per existing)
Depth: 710.1 meters
Area: 4.983 hectares

Retained:

Frontage: 52.94 meters (per existing)
Depth: 825.89 meters
Area: 4.210 hectares

APPLICABLE PLANNING POLICIES

PROVINCIAL POLICY STATEMENT (PPS) 2020:

1.0 Building Strong Healthy Communities

- **1.1.1, Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns:** The existing developed residential property is bound by other residential properties to the east. The proposed retained lands (part 1) are bound by a Road Allowance between the Township of Bonfield and East Ferris on its western edge. Both properties are located within a short commute of the Hamlet of Bonfield.
- **1.1.4 Rural Areas in Municipalities:** The proposed lot boundary adjustment seeks to ensure the existing driveway and associated land to the east is fully contained within the same lot (part 2). No other development has been proposed which would adversely impact the local rural characteristics, the scale of development, or the provision of appropriate service levels.
- **1.1.5 Rural Lands in Municipalities:** On Rural lands in municipalities, permitted uses are: residential development, including lot creation, that is locally appropriate. Part 2 comprises an existing residential lot, whereas part 1 (the retained lands) will comprise vacant residential land not on water.

2.0 Wise Use and Management Resources

- **2.1 Natural Heritage:** The subject property is not designated as a prime agricultural area nor has any significant wetlands. A small strip of land along the northern edge of both the existing and retained properties is subject to the provisions of Special Zone 10 - which restricts development within the Special Zone to uses only permitted in the Residential, Limited-Service Zone (section 4.3.1 of Comprehensive Zoning By-Law 2013).

3.0 Protecting Public Health and Safety

- **3.1. Natural Hazard**

3.1.1 b) states: *'Development shall generally be directed, in accordance with guidance developed by the province (as amended from time to time), to areas outside of: b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards'*. The northern-most section of land on both the existing and retained properties are zoned a *'Development Constraint Area'*, and subject to Section 3.35 of the ZBL.

- **3.2 Human-Made Hazards:**

The subject property is not abutting or adjacent to any mineral aggregate operations, mine hazards and/or former mineral mining operations.

BONFIELD TOWNSHIP OFFICIAL PLAN (O.P) 2013:

Bonfield's Official Plan:

2. Vision, Principles and Objective

- **2.2.1 Principle 1 - Sustainable Development:** *The Township shall promote sustainable development to enhance the quality of life for present and future generations. The proposed lot boundary adjustment will not alter the established use of either property or prohibit new appropriate forms of development - subject to approval.*
- **2.2.2 Principle 2 - Natural Environment and Resources.** *The Township shall promote the protection and integrity of the natural environment as valued by the Community - Including hazard lands. The lot boundary adjustment application does not seek to introduce new development on potentially hazardous lands formed by the Development Constraint Area.*

3 General Development Policies

- **3.2. Land Use Compatibility:** There will be no change to the existing prescribed use of either property.
- **3.15 Adequate and Affordable Housing.** The existing and proposed retained lot(s) will be subject to the same rural and residential OP policies and zoning requirements as existing, or as may be updated over time.

4. Land Use Designation

- **4.2 Rural Area:** Low-density residential uses are permitted in the rural designation area.
- **4.3.3. Lots without Water Frontage** The policy states that Lots without Water Frontage are subject to the following additional provisions:
 - a) *Lots shall have a minimum lot area of 1.0 Hectares and a minimum frontage of 60 metres. The existing and proposed frontage of Part 1; bound by Crown Land, and 'without water frontage' is 52.94 metres. The proposed lot boundary adjustment would result in Part 1 (the retained lot) being 4.983 hectares, and part 2 (including the Lot Addition) being 4.210 hectares. Both lots front onto a publicly maintained road (South Shore Road). The frontage for Part 2 is 26.44 metres; however, this adjoins the Shore Road Allowance of Lake Nosbonsing - so is not subject to Policy 4.3.3.*

5. Natural Heritage Features and Cultural Heritage

- **5.1 Natural Heritage:** According to Schedule B of the Official Plan, the Blue Seal Creek Candidate Area of Natural and Scientific Interest is located to the south beyond South Shore Road; however, it does not fall within 120 meters of the Candidate ANSI, so subsection 5.1.1 does not apply.

-
- **5.2 Development Constraint Area:** The policy states development shall be controlled within the Development Constraint Area through a 45-metre setback from all lakes streams, rivers and wetlands, and be subject to the Interference with Wetlands and Alterations to Shorelines and Watercourse Regulations administered by the North Bay Mattawa Conservation Area (NBMCA).

7 Implementation and Interpretation:

7.11 Land Division:

- **7.11.2 Consents, states:**

1. *Consents may be granted when a plan of subdivision or plan of condominium is not required for the orderly development of the land or the provision of services. When consent is considered appropriate, it shall be granted in accordance with the policies of this plan, including the following general policies which apply to all land use designations.*
2. *Consents may be granted up to three (3) severed parcels and one (1) retained parcel. The proposal is for a lot boundary adjustment, so no additional parcels are proposed to be created.*
3. *Each severed and retained parcel must conform to the minimum lot size policies in this plan. The newly formed lots would exceed the minimum lot size area of 1 Hectare. No changes are proposed to the existing lot frontage(s).*
4. *No further consents may be granted for any previously severed or retained parcels within the Township.*

Official Plan Schedule B:

The properties are designated Rural and are partially subject to Development Constraint Area policies along their northern lot boundaries.

Bonfield's Zoning By-Law:

The subject property is zoned Rural (RU) with an established Residential use on Part 2.

Schedule B- Provisions for Residential Uses - RURAL (RU):

Minimum Lot Frontage - 60 metres. Neither the proposed severed lot (Part 2), or the retained portion (Part 1) meet the minimum lot frontage; however, Part 2 does contain an existing driveway entrance and associated residence.

- **Minimum Lot Area - 1 Ha.** The proposed severed lot (Part 2) and the retained portion (Part 1) both exceed the minimum lot size area.

COMMENTS / REPORTS / STUDIES:

As required under the *Planning Act* circulation to the appropriate agencies / bodies and neighbouring landowners for comment was completed on September 25th, 2024.

1. North Bay Mattawa Conservation Authority (NBMCA):

The NBMCA has no concerns with the lot addition, and it does not fall within an Intake Protection Zone or a Well Head Protection Area, so we have no concerns with respect to the Clean Water Act.

2. Hydro One:

We have reviewed the documents concerning the noted Application and have no comments or concerns at this time.

3. Ministry of Transportation (MTO):

The Ministry of Transportation of Ontario (MTO) has reviewed the above-noted application. It has been determined that the subject location is not located within the MTO's permit control area; therefore, the Ministry has no comments to provide.

4. Public:

No comments have been received as of 10 October 2024.

5. Township Departments

a) Public Works:

No comments have been received as of 10 October 2024.

b) Fire Departments:

No comments have been received as of 10 October 2024.

ANALYSIS: The submitted application for consent to adjust existing lot boundaries is considered consistent with existing land use planning policies and regulations. The proposed consent is to transfer 0.788Ha of land from Part 1 to Part 2, so the existing driveway that serves Part 2 can be conveyed within the same lot. No other changes have been proposed.



**PLANNING & DEVELOPMENT
DEPARTMENT**

Email: planning@bonfieldtownship.com

RECOMMEND ACTION: The Planning Advisory Committee recommends to Council that Consent Application B3/2024, Barrie - 1937 South Shore Road, for a lot addition from the property legally described as: BONFIELD CON 5 PT LOT 1 RP; 36R13499 PART 1 to: BONFIELD CON 5 PT LOT 1 RP;36R13499 PART 2 be approved.

PROPOSED CONDITIONS (aside from the standard conditions included in all Notice of Decisions): Outside of the standard conditions there are no other conditions.

Respectfully,
Simon Blakeley
Planning Administrator

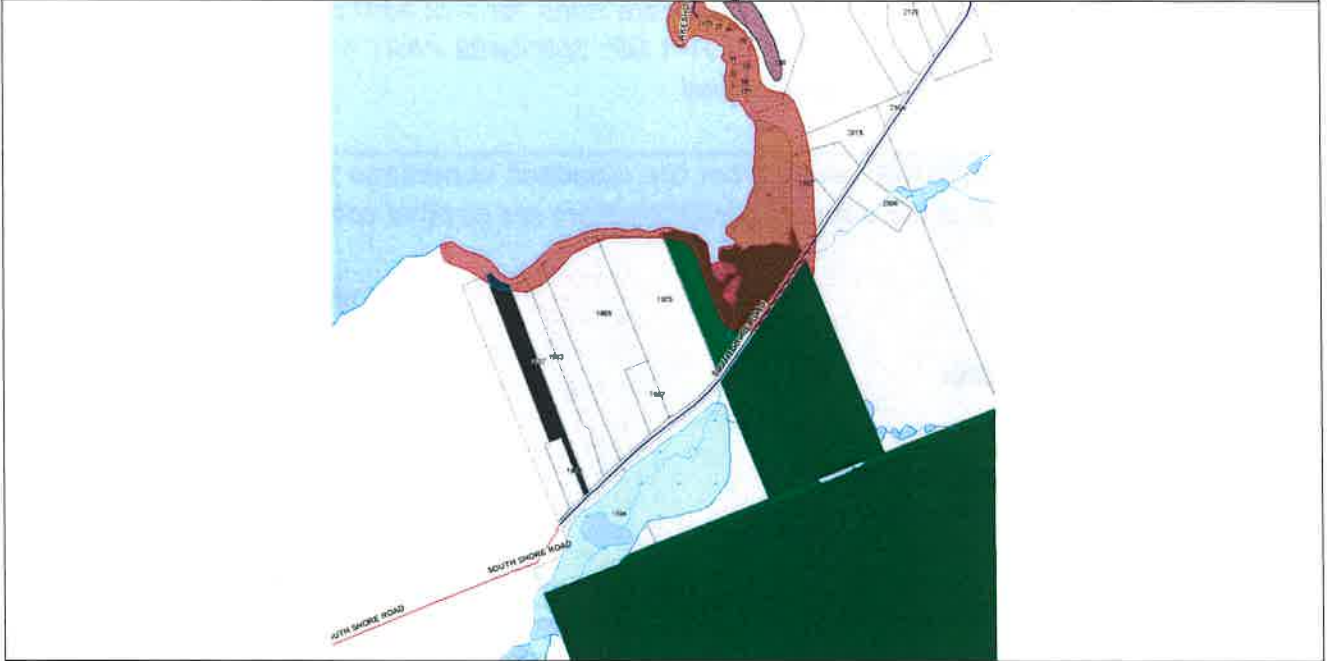
S Blakeley

I concur with this report,
Nicky Kunkel
CAO

Nicky Kunkel

Official Plan Designations, Zoning and Sketch

Official Plan Designation



Zoning



**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT**



File No.: _____

This application reflects the mandatory information that is prescribed in the schedules to Ontario Regulations 197/96 made under the Planning Act, R.S.O. 1990 as amended. In addition to this form, the Applicant will be required to submit the appropriate fee, site plan/sketch, and any additional information or studies that may be necessary to assess the proposal. Failure to submit all the required information may prevent or delay the consideration of the Application. **Please Print, Complete and (X) Appropriate Boxes.**

Section 1:	
Registered Owner(s)	
Name(s):	Ingrid Barrie
Street Address:	1937 South Shore Road
City & Province:	Bonfield ON
Postal Code:	P0H 1E0
Phone:	705-776-2641
E-mail:	bonfield@bonfieldtownship.com
Applicant(s) (complete if the Applicant is not the owner)	
Name(s):	
Street Address:	
City & Province:	
Postal Code:	
Phone:	
E-mail:	
Agent Authorized by the Owner to file the Application (if applicable)	
Name:	Goodridge Goulet Planning & Surveying LTD.
Street Address:	1-490 main st. east
City & Province:	North Bay Ontario
Postal Code:	P1B 1B5
Phone:	705-493-1770 / 705-493-7974
E-mail:	paul.goodridge@ggpsltd.com / don.goulet@ggpsltd.com
Which of the above is the Primary Contact: Owner <input type="checkbox"/> Applicant <input type="checkbox"/> Agent <input checked="" type="checkbox"/>	
Section 2:	
PURPOSE OF THIS APPLICATION	
Transfers:	
Creation of of New Lot <input type="checkbox"/> Lot Addition <input checked="" type="checkbox"/> Easement/Right of Way <input type="checkbox"/>	
Other:	
A Correction of Title <input type="checkbox"/>	Charge <input type="checkbox"/> Lease <input type="checkbox"/>

Planning & Development Department
365 HWY 531, Bonfield, ON P0H 1E0
T: 705-776-2641 F: 705-776-1154
E-Mail: Planning@bonfieldtownship.com

**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT**

Person(s), if known, to whom land or interest in land is to be transferred: Ingrid Lorraine Barrie
If a lot addition, identify the land to which the lot addition will be added: PIN 49118-0782 (LT) (Part 2, Plan 36R-13499)
Number of new lots to be created: zero
Certificate of Consent: Will you be requesting a certificate of consent for both retained and severed parcels? No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> if 'Yes', you must provide a lawyer's statement that there is no land abutting the subject land that is owned by the owner of the subject land other than land that could be conveyed without contravening section 50 of the <i>Planning Act</i> .
Section 3: SUBJECT LAND
Municipal Address: 1937 South Shore Road
Roll No.
Legal Description: LOT: Part of Lot 1, Concession 5 PLAN: 36R-13499 PARCEL: PIN 49118-0781 (LT) PART(S): 1 & 2
Current Zoning: RU SZ-10
Current Official Plan Designation: RU with hazard lands and development constraint lands to the north
Proposed zoning and/or official plan designation change? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> if 'Yes', please provide details and complete the applicable application: _____ _____
Are there any easements or restrictive covenants affecting the subject land? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> if 'Yes', please list the description of each easement or covenant and it's effect: _____ _____ _____
Have the subject lands ever been or is now, part of an application for: Official Plan Amendment: No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> if 'Yes', File No. _____ Zoning Amendment: No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> if 'Yes', File No. _____ Plan of Subdivision: No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> if 'Yes', File No. _____

Planning & Development Department
 365 HWY 531, Bonfield, ON P0H 1E0
 T: 705-776-2641 F: 705-776-1154
 E-Mail: Planning@bonfieldtownship.com

**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT**

Consent: No Yes if 'Yes', File No. _____

Minor Variance: No Yes if 'Yes', File No. _____

Nearby Uses and Features

Are any of the following uses or features on the subject land?

Use or Feature	On the subject land	Within 500 meters of subject land, unless otherwise specified (indicate approximate distance)
An agriculture operation including livestock facility or stockyard	no	no
A Landfill	no	no
A Sewage treatment plant or waste stabilisation plant	no	no
Flood Plain	no	no
A rehabilitated mine site	no	no
A non-operating mine site	no	no
TransCanada Pipeline and/or facilities (within 200 meters or 30 meters within a right-of-way) OR (700 meters of compressor station)	no	no
An active railway line, municipal/federal airport, utility corridors, heritage buildings	no	no
Aggregate removal area (Pits and Quarries)	no	no

Natural Heritage Feature or Area	On the Subject Property	Within distance from subject property (indicate approximate distance)
Significant habitat of endangered and threatened species	no	120 meters no
Significant wetlands	no	120 meters non evaluated
Significant wildlife habitat	no	120 meters no
Significant areas of natural and scientific interest- earth science	no	50 meters no
Fish habitat	no	120 meters no
Watercourse or body of water	yes	120 meters yes - Lake Nosbonsing

Re-submission of an Application

If this application is a re-submission of a previous consent application, describe how it has been changed from the original application:

**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT**

Section 4:

RETAINED & SEVERED LAND(S)

RETAINED

Frontage (meters): 52.94 Depth (meters): 825.89

Area (m2 or HA): 4.210 ha

SEVERED

1. Frontage (meters): Lot addition - 264.10 Depth (meters): 55 Approximately

Area (m2 or HA): 0.788 ha

2. Frontage (meters): _____ Depth (meters): _____

Area (m2 or HA): _____

3. Frontage (meters): _____ Depth (meters): _____

Area (m2 or HA): _____

Existing use or proposed use of the property

RETAINED: No Change - Vacant Rural

Existing use or proposed use of the property

SEVERED: No Change - Rural Residential

Existing/Proposed buildings/structures (in metric units)

RETAINED:

Type: Nil Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____

Type: _____ Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____
Attach additional page if necessary

Existing/Proposed buildings/structures (in metric units)

SEVERED:

Type: Nil Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____

Type: _____ Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____
Attach additional page if necessary

Access:

RETAINED

- Provincial Highway
- Municipally Maintained Road- Year Round
- Municipally Maintained Road- Seasonal
- Municipal Road- Year Round
- other Public Road (specify): _____
- Right of Way (specify & if applicable, provide legal use): _____

Planning & Development Department
365 HWY 531, Bonfield, ON P0H 1E0
T: 705-776-2641 F: 705-776-1154
E-Mail: Planning@bonfieldtownship.com

**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT**

Water Access only

Access:

SEVERED

- Provincial Highway
- Municipally Maintained Road- Year Round
- Municipally Maintained Road- Seasonal
- Municipal Road- Year Round
- other Public Road (specify): _____
- Right of Way (specify & if applicable, provide legal use): _____
- Water Access only

If access to the subject land is by private road, or if "other public road" or "right of way" please indicate who owns the land or road, who is responsible for maintenance and whether it's maintained seasonally or all year:

If Water Access, please list the parking and docking facilities used or proposed to be used as well as the approximate distance from the subject lands and the nearest public road.

Water Supply:

RETAINED

- Privately-owned and operated individual well
- Privately-owned and operated communal well
- Lake or other body of water
- Public owned and operated piped water system
- Other means (specify): _____

Water Supply:

SEVERED

- Privately-owned and operated individual well
- Privately-owned and operated communal well
- Lake or other body of water
- Public owned and operated piped water system
- Other means (specify): _____

Sewage Disposal:

RETAINED

- Privately owned and operated individual septic
- Privately owned and operated communal septic system
- Public owned and operated sanitary sewage system
- Privy

Sewage Disposal:

SEVERED

- Privately owned and operated individual septic

Planning & Development Department
365 HWY 531, Bonfield, ON P0H 1E0
T: 705-776-2641 F: 705-776-1154
E-Mail: Planning@bonfieldtownship.com


**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT**

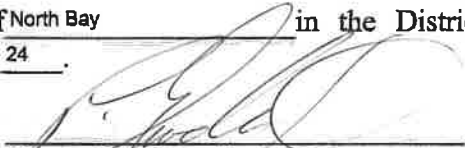
DECLARATION OF APPLICANT(S)

Affidavit or Sworn Declaration

I/We Paul Goodridge of the Municipality of Callander in the District of Perry Sound make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the City of North Bay in the District of Nipissing this 16th day of August, 2024.


Signature of Commissioner of Oaths
Deanna Lee Sheila Hazel Smith,
a Commissioner, etc., Province of
Ontario, for C. John D'Agostino
Law Professional Corporation.
Expires August 19, 2026


Signature of Applicant

Signature of Commissioner of Oaths

Signature of Applicant

AUTHORITZATION

Consent of owner(s) to the use and disclosure of personal information

I/We Ingrid Barrie am/are the owner(s) of the land that is the subject of this consent application for the purposes of the Freedom of Information and Privacy Act, I/We authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the *Planning Act* for the purposes of processing this application.

2024-08-15
Date


Signature of Owner

Date

Signature of Owner

TO BE COMPELTED If the applicant(s) is not the owner(s) of the land that is the subject of this application

Authorization of Owner(s) for agent/purchaser to make application and provide personal information

I/We, Ingrid Barrie, am/are the owner(s) of the land that is subject of this application and I/we authorize Goodridge Goulet Planning & Surveying (name of agent/purchaser) to make this application on my/our behalf and for the purposes of the Freedom of Information and Protection of Privacy Act provide any of my personal information that will be included in this application or collected during the processing of this application.

2024-08-15
Date


Signature of Owner

Date

Signature of Owner

**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT**

Consent of Owner(s), Permission to Enter

I/We Ingrid Barrie being the owner(s) of the subject land of this application hereby authorize Municipal Staff, Planning Advisory Committee Members and the North Bay Mattawa-Conservation Authority to enter onto the subject property for the sole purpose of gathering necessary information (e.g. site inspection, photos etc.) to evaluate this application.

2024-09-15
Date


Signature of Owner

Date

Signature of Owner

Note: Please have the subject property marked using wooden stakes with bright paint in order to assist any staff or Committee Members with site inspections. Failure to properly identify the subject property may result in a deferral of the application.

FOR OFFICE USE ONLY

Date received by Planning & Development Department: _____

Date Complete Application received: _____

REQUIRED SKETCH

This application must be accompanied by a sketch, drawn in metric units, black and white, showing **EXISTING and **PROPOSED** building(s) and structure(s) on the subject property detailing the following information:**

1. The boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land.
2. The approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.
3. The boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained, clearly identified as "retained" and "severed".
4. The location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
5. The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application.
6. The current uses of land that is adjacent to the subject land (for example, residential, agricultural, or commercial).
7. The location, width, and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way.
8. If access to the subject land will be by water only, the location of the parking and boat docking facilities to be used.
9. The location and nature of any easement affecting the subject land.

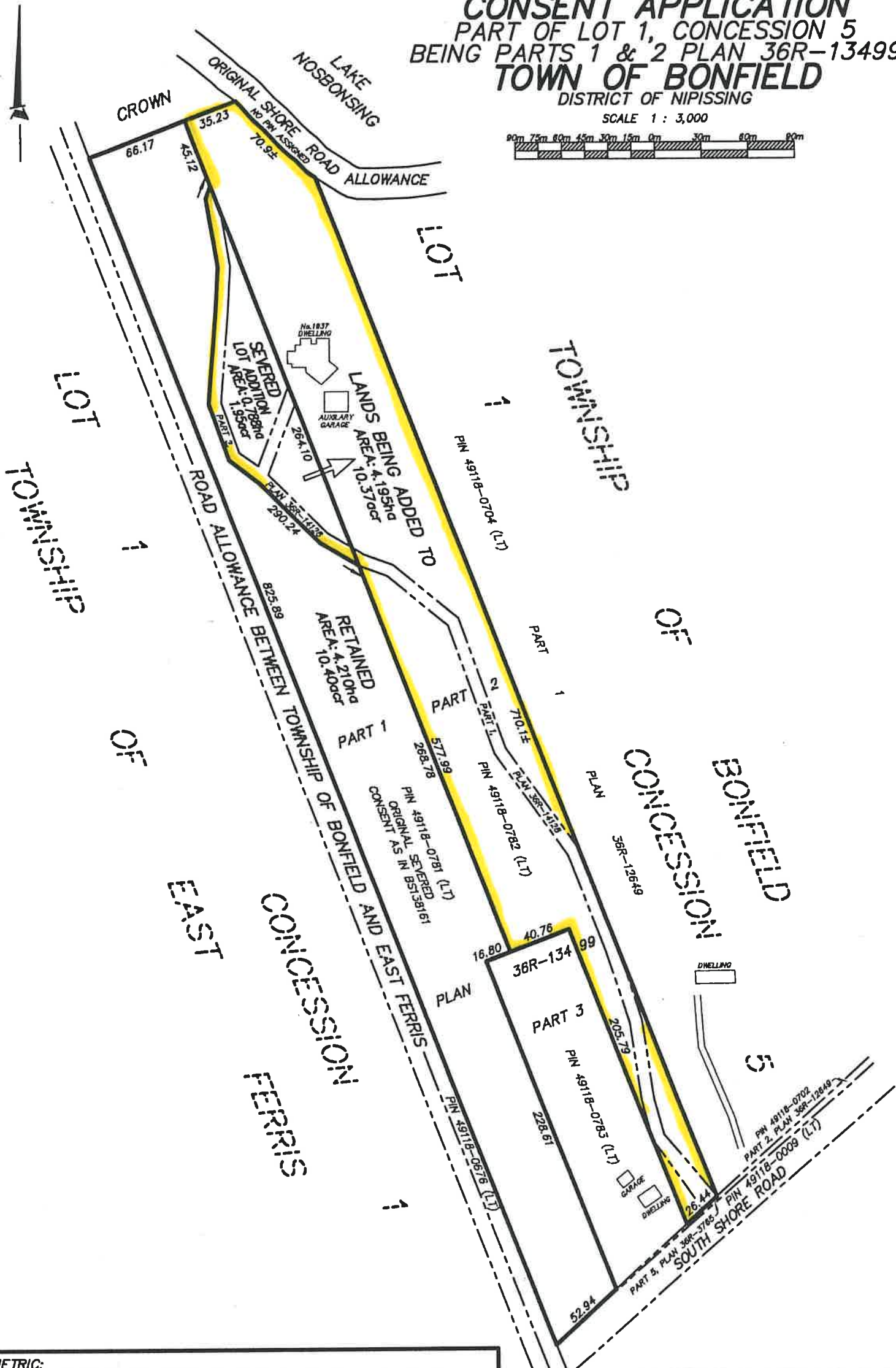
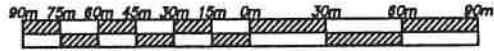
Note: Where it is determined that a sketch will not adequately provide the information required, it may be necessary to provide a plan prepared by an Ontario Land Surveyor.

Note: Please have the front of the subject property marked using wooden stakes with bright paint in order to assist any Committee Members or Municipal Staff with site visits.

Planning & Development Department
365 HWY 531, Bonfield, ON P0H 1E0
T: 705-776-2641 F: 705-776-1154
E-Mail: Planning@bonfieldtownship.com

SKETCH TO ACCOMPANY
CONSENT APPLICATION
 PART OF LOT 1, CONCESSION 5
 BEING PARTS 1 & 2 PLAN 36R-13499
TOWN OF BONFIELD
 DISTRICT OF NIPISSING

SCALE 1 : 3,000



METRIC:
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DATE	FIELD	OFFICE	FILE
8/13/2024	N/A	K. PHILLIPSON	1784-24

MEETING DATE: September 24, 2024
FROM: Nicky Kunkel, CAO Clerk-Treasurer
SUBJECT: **Housekeeping Zoning Bylaw**

RECOMMENDATION: that Council receive this report and delegate a draft housekeeping zoning bylaw with these matters to the Planning Advisory Committee with the assistance of the Planning Administrator, Clerk and Chief Building Official.

BACKGROUND

The Township of Bonfield began the Official Plan review in 2022 and the Ministry of Municipal Affairs and Housing received a draft in July of 2024. In this time there have been several changes to the Planning Act, a new Provincial Policy Statement as well as the introduction of new legislation to meet the province's goal of 1.5 million homes. Examples include *Cutting Red Tape Act to Build More Homes Act* and the *More Homes Built Faster Act*. Some of these new concepts and legislation have not been incorporated in the draft Official Plan provided to the Ministry. The Statutory Public meeting for the community to comment has not occurred as the timeline remains with the Ministry.

The intent is to complete a comprehensive review of the Township's Zoning Bylaw once the Official Plan is adopted. The timeline is realistically twelve to 18 months away. In the meantime, the Township needs to continue to address current trends and open policies to permit more housing development.

The Planning and Development staff have had meetings with residents who want to build smaller, more affordable dwellings for family members, they are seeking information and rules regarding shipping containers and hunt camps. Staff continue to experience contraventions in the rules for people living in non-dwelling buildings. Storage buildings are being built and used for purposes other than the intended and constructed purposes. There needs to be more defined rules for accessory structures prior to a primary use.

Residents want to do more with their property and a housekeeping bylaw will allow for changes to occur now and not wait two or more years.

ANALYSIS

Some of the new frequent questions posed to staff are outlined below.

1. Additional Dwelling Units

Additional Dwelling Units (ADUs) are ancillary and subordinate to the main dwelling unit on the property. The Township currently has policies for secondary dwelling units which this may expand upon. A secondary dwelling unit is permitted as long as one wall touching the main dwelling. There are policies for conversions as well for interior units within the primary unit.

The expanded policy would explore the potential of detached dwelling units, either within an accessory structure or as a standalone. The review must include property sizes, well and septic capabilities and approvals, parking and lot coverage along with minimum setbacks.

In general terms this could permit for an apartment above a garage or a dwelling unit in the back yard. All dwelling units must meet Building Code and Dwelling Occupancy standards.

2. Accessory Storage Structures

In 2024 the Building Code Act amended the maximum size for an accessory storage building from 108 square feet to 161 square feet that could be built without a building permit provided its only purpose is for storage. This means there is no plumbing or heating in the structure. They are not constructed to fire safety standards or for human habitation.

The existing zoning bylaw states that an accessory building shall not be erected prior to the erection of a permitted dwelling on the same lot except where it is necessary for the storage of tools and materials for the use in connection with the construction of such dwelling and no accessory building shall be used prior to the erection of such dwelling for any purpose other than such storage. This continues to be confusing for property owners who do use these structures for purposes other than storage and tighter rules are required. Many municipalities moved away from permitting accessory structures prior to the primary structure, being a dwelling or business.

The increase in the non-permitted size will further the noncompliance within the Township. A review of this policy should take place to protect the safety of residents, create a clearer understanding of the rules to maintain the character of the community and keep up to date with best practices.

3. Hunt Camps

The zoning bylaw currently does not permit hunt camps. It is common knowledge that there are hunt camps within the rural areas and it makes sense to create the appropriate policies within the planning framework to allow them. There are examples of solid policies that can assist in this including the minimum/maximum size, setbacks, and access.

4 Shipping Containers

These structures are becoming more popular, and staff are fielding questions regarding their ability to be used, how they are placed on a property and the permitting rules. With the new rules for larger storage structures residents are choosing the smaller shipping containers. Then staff field the calls from neighbours who do not like the containers. A framework for size and location will ensure rules are consistent and neighbourhood characteristics can be upheld to standards set by Council and residents.

Recommendation: That Council consider a housekeeping zoning bylaw with these four factors to address trends within the community. A full comprehensive review will be conducted within two years where there will be additional trends surfacing that need to be considered as well.

The process does include public engagement and a public meeting. Should Council consider the recommendation, once a draft is prepared the public will have an opportunity to comment.

Respectfully submitted
Nicky Kunkel, CAO Clerk-Treasurer